

Approved February 7, 2012



City of Scottsdale Human Services Commission Regular Meeting

Thursday, January 26, 2012
SUMMARIZED MEETING MINUTES
Via Linda Senior Center, Room 1
10440 E. Via Linda
Scottsdale AZ 85258

Call to Order

Chair Rosenberg called the meeting to order at 5:30 p.m.

Roll Call

Chair Steven Rosenberg, Vice-Chair Raoul Zubia, Commissioners: Judy Keane, Donald Nordlund, Enid Seiden, Dustin Thomas, Katherine Weaver

PRESENT: Chair Steven Rosenberg, Vice-Chair Raoul Zubia
Commissioners: Donald Nordlund, Enid Seiden, Katherine Weaver,
Dustin Thomas (Arrived at 5:53 pm)

ABSENT: Judy Keane

STAFF PRESENT: Bill Murphy, Michelle Albanese, Justin Boyd, Sharon Light-Stephenson, Lee Bene, Sheree Bouchee, Cindy Ensign, Trisha Serlin, Valerie Trujillo, Janie Wilkey

1. Approval of the January 12, 2012 Meeting Minutes

Approved: 5-0. Vice Chair Zubia moved to approve the January 12, 2012 Human Services Meeting Minutes. Commissioner Seiden seconded the motion. Commissioner Thomas arrived after the approval of the minutes.

2. Service Matrix Tool for Funding Process

Cindy Ensign, Human Services Planner/Budget Specialist, gave an overview of the Service Matrix which was designed to be used as a tool for the Commissioners when allocating funds in the FY 2012/13 Funding Process.

3. 2012/2013 Funding Binder Distribution

Mr. Boyd distributed the funding binders and provided an overview of the funding evaluation process for proposals submitted for the Fiscal Year 2012/13 Community Development Block Grant (CDBG), Home Investment Partnership Program (HOME), Scottsdale Cares, General Funds, and Endowment Programs. He noted the importance of reviewing the evaluation sheet guidelines, the blue sheet evaluations, and utilizing the scoring sheets in determining the amount of funding. It was also suggested that the Commissioners give consideration to questions and/or comments provided in the blue sheet evaluations and the corresponding agency's responses when evaluating the proposals.

The CDBG and HOME agency presentations to the Commission will be held on February 7, 2012 at the Paiute Neighborhood Center in building 9 at 1:00 p.m. and Scottsdale Cares, General Funds and Endowment presentations will be held on February 9, 2012 at City Hall Kiva. Mr. Boyd encouraged the Commissioners to review the material at home and make tentative scoring in pencil prior to the presentations. City staff utilized the check box for either recommending or not recommending an agency's proposal and has included a staff comment section that will contain internal preference information.

The Commission members were reminded that the scoring sheets will be collected at the February 23rd, 2012 Human Services Commission meeting to be held at Granite Reef Senior Center.

Chair Rosenberg reminded Commission members that the scoring sheets are official documents and once collected all scoring and notes are made public record.

In response to a question from Commissioner Seiden regarding how they would know if an agency used all their funds from last year, Mr. Boyd explained that if an agency received a lower score as indicated from last year on the blue sheet, that could be an indication that not all funding was used.

Commissioner Thomas posed a question regarding giving a recommendation for partial funding. Ms. Albanese responded that consideration could be given for partial funding to an agency, but suggested not recommending under \$5,000 to partially fund an agency due to reporting requirements.

Commissioner Thomas asked if the Commission members could contact social workers at various senior centers to request input from them on how other non-profit agencies have helped them do their job. In response, Mr. Boyd informed the Commission members that we are well aware of the agencies that provide services out of the various centers and have made this information available to the Leadership Team. Mr. Boyd reminded the Commissioners to read the Blue Sheets for clarification on how an agency is providing services.

4. Housing Choice Voucher Program Agency Plan

Ms. Stephenson presented the Scottsdale Housing Agency's Annual Agency Plan for the Housing Choice Voucher Program for Fiscal Year 2021/13 and the proposed changes to the Scottsdale Housing Agency Administration Plan. Ms. Stephenson presented a brief overview of the program and income limits, noting that HUD requires the Housing Authority to provide specific information including housing needs, policy changes, and progress towards meeting goals for the past year. She discussed the individual sections of the plan, the SEMAP audit, and the two proposed policy changes to the Administrative Plan. Ms. Stephenson reviewed the two proposed policy changes: i) to not approve adding a family member if it would change the unit size, and, ii) in regards to hearsay evidence, removing the language from the plan, therefore allowing a police report as evidence.

Ms. Stephenson briefly mentioned the Housing Quality Standards (HQS), Home Ownership Program, Down Payment Assistance, 1st Time Homebuyers Program and the Family Self Sufficiency Program.

Ms. Stephenson also informed the Commission that the Resident Advisory Board (RAB), consisting of current Section 8 clients, had approved the Agency Plan on January 10, 2012. The Commission was then asked to approve the Agency Plan.

She noted that it has been a challenge to find landlords willing to work with the Section 8 program.

Chair Rosenberg asked how the preference points were determined when applying for the program. Ms. Stephenson explained that placement on the waiting list is based on what time the individual was in line when they applied to be on the Wait List and whether or not they were eligible to receive preference points. Preference points are given for living or working in Scottsdale and for being disabled or for being a senior. Numbers can change frequently while they are on the Wait List if someone's status changes that gives them preference points.

Commissioner Seiden asked for clarification regarding the two people per bedroom standard. Ms. Stephenson explained that, for example, if a client with a child was in a 2-bedroom now and the client's sister and child wanted to move in with them, it would be allowed only if it didn't change the payment standard and they stayed in a 2-bedroom unit. The Housing Agency looks at ways to keep our payments lower since funding has been cut for the program.

Approved: 6-0. Commissioner Thomas moved to accept the Housing Agency's Annual Agency Plan for the Housing Choice Voucher Program for FY 2012/2013 as written. Commissioner Seiden seconded the motion.

5. **Staff Updates**

Ms. Albanese advised the Commissioners that Bill Murphy and herself presented to the Neighborhood Advisory Commission, who expressed interest in participating in the decision making for the funding process. Ms. Albanese asked the Commissioners if they would be willing to agendize this item at a future meeting. A suggestion was made to wait until this year's funding process was over. There was no motion to agendize, but Chair Rosenberg suggested to agendize discussion for the meeting on April 12, 2012.

Ms. Albanese gave updates on what is going on at the different centers, including the Granite Reef Senior Center winning the NuStep's Pinnacle Award for the most outstanding senior center in the United States; "All Things Senior" Expo and Tradeshow on February 22nd at Scottsdale Center for the Performing Arts; free tax preparation by AARP at both Granite Reef and Via Linda Senior Centers; 96 youths enrolled at the Paiute after-school program; the Community Garden at Paiute; Vista del Camino's Volunteer Appreciation celebration and the Community Assistance Office's Family Self Sufficiency program hosting "Emotional Barriers" and Homebuyer's Clubs.

Ms. Albanese in referring back to the Section 8 program, mentioned that because of the stigma with the program, it has been a challenge to get new landlords to work with the program.

Ms. Ensign had additional updates to questions from the last meeting regarding the length of time someone could serve on a commission. The length of service is six years on a commission. After that you could serve on another commission, but not serve on two separate commissions at a time.

Chair Rosenberg suggested adding a standing agenda item "housekeeping" items such as meeting times, locations, and other general Commission business. Ms. Ensign agreed that an agenda item could be added as 'Administrative Items', such as meeting times, how to agendize an item, possible action items, etc.

6. Open Call to the Public

No members of the public were present to address the Commission.

7. Adjournment – 6:35 p.m.

Vice Chair Zubia motioned to adjourn the meeting. Commission Weaver seconded the motion.

Respectfully submitted,

Janie Wilkey
Administrative Secretary